

## **FLUORIDE WATER SAMPLE INSTRUCTIONS**

1. The following instructions describe the method of collection:
  - a. Flush the sample tap for five (5) minutes prior to collecting the sample.
  - b. Reduce the flow of the water and fill the sample container to the shoulder of the bottle. Replace and tighten the cap and make sure it is not leaking.
2. Please complete the enclosed analysis request form (Inorganic Chemical Examination of Water) with the following:
  - a. Name and address in the “Fill In this Space” box on the left side of the form.
  - b. Email address, and/or fax number.
  - c. Collected by.
  - d. Date collected.
  - e. Under Remarks, write if water has undergone any treatment; e.g. water softener, reverse osmosis
3. Mail the water sample and analysis request form in the mailing container provided to:

**INDIANA STATE DEPARTMENT OF HEALTH  
CHEMISTRY LABORATORIES  
550 WEST 16<sup>th</sup> STREET, SUITE B  
INDIANAPOLIS, IN 46207-7202**

4. Results will not be valid if sample is over 28 days at the time of analysis, therefore, samples should be mailed as soon as possible after collection.